

AGENDA
SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD
November 16, 2005 – 3:30 PM
Civic Center Library Board Room

1. CALL TO ORDER

2. APPROVAL OF MINUTES – October 19, 2005 meeting

3. LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Staff will update the Library Advisory Board on the status of current events and activities in the libraries.

- Monthly Statistical Report - Sharyn Pennington, Operations Coordinator
(An update of significant library use statistics - informational only)
- Special Revenue Account Report – Sharyn Pennington, Operations Coordinator
(An overview of the status of funds received through the sale of discarded books and magazines, and includes the status reports of funds received in the library’s Gifts and Memorials Fund - informational only)
- Director’s Report - Rita Hamilton, Library Director
- Customer Feedback “*How’d We Do?*” Report – Rita Hamilton, Library Director
- Library Services Highlight: - Staff member will present information on a current library service.

4. ITEMS REQUIRING BOARD ACTION

• ***EXPENDITURES***

(Items to be introduced by Rita Hamilton)

Staff request approval to expend Special Revenue Account Funds for the items listed below.

Accounting reports confirm that the amount requested is available in the Special Revenue Account. These monies are raised by Library Volunteers through the sale of discarded books and magazines.

November 2005

Teen Advisory Board/Book Discussion Group--annual	\$	1,200
Motheread AZ	\$	1,500
OneBookAZ	\$	<u>1,000</u>
Total \$		3,700

Staff Recommendation: Approve requests

Board Action: Approve or deny requests for specific items

- **OCTOBER 2005 EXPENDITURES**

October 2005

Teen Volunteer Program - annual	\$	1,800
User testing/training incentives	\$	1,000
Readers' Advisory Staff Trainer incentives	\$	125
Books for Adopt-a-Family Program	\$	1,000
Mustang - Backstops	\$	1,200
Mustang - Sound system for Storytime Room	\$	<u>3,000</u>
Total	\$	8,125

Staff Recommendation: Approve requests

Board Action: Vote required to approve or deny requests from previous month.

- ***FINES AND FEES POLICY – revised***

Staff Recommendation: Approve revised policy

Board Action: Vote required to approve or deny revised policy from previous month.

5. INFORMATIONAL ITEMS

- ***Announcements/Issues for Future Discussion:***

- ***APPOINTMENT OF A NOMINATING COMMITTEE TO BRING FORTH NOMINATIONS FOR 2006 CHAIRMAN, VICE CHAIRMAN AND SECRETARY AT THE DECEMBER MEETING.***

- ***Open Call to the Public (ARS38-431.02)***

Subject to reasonable time, place and manner restrictions, as determined by the Chairman, members of the public will be allowed to address the Library Advisory Board on any issue within jurisdiction of the Board. At the conclusion of the open call to the public, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board shall not discuss or take legal action on matters, however, raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. ADJOURNMENT

Next meeting: December 21, 2005

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the City Clerk's Office at 480-312-2412. Requests should be made as early as possible to allow time to arrange accommodations.